

Town of Lunenburg

Finance Committee:
Mark Erickson, Chairman
Brian Laffond, Vice-Chairman
Terri Burchfield, Secretary
Jason Smith
John Male
Scott Gile
Steven Raboin



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Mark Erickson
12/13/12

Lunenburg Finance Committee Minutes 11/29/2012

Location: Town Hall
Present: M. Erickson, B. Laffond, J. Male, S. Gile, J. Smith, S. Raboin, T. Burchfield
Also Present: K. Speidel, J. Marino, P. Sullivan, J. Rodriguenz

1. Meeting called to order at 7:00 pm.
2. Communications
 - No public comment.
3. Meet and greet

The department heads from Police, Fire and DPW were present for an informal discussion of departmental operations and needs. This was scheduled to allow service level discussions and provide the newer committee members the opportunity to hear from the department heads before the budget season begins and funding is discussed. The department heads presented information regarding current operational status, challenges, initiatives, benchmarks against which they measured their department's activities, and any creative ideas for funding they have considered and/or used. Consensus was that the forum and information shared was very helpful.
4. Minutes

SG made a motion to accept the minutes of 11/8/2012. JM seconded, motion approved 6-0. TB did not vote.
5. Town Manager Updates

The Town Manager reviewed a request for a Reserve Fund transfer to fund the unanticipated repair of one of the fire engines. The amount requested is \$6,000, which would completely deplete the vehicle maintenance budget with more than half the fiscal year remaining. She explained that it has been the past practice of the Finance Committee to take such a request under advisement when it comes this early in the year, and, if so inclined, vote to commit but not transfer the amount requested until such time as it becomes clear whether the full amount is actually needed. This allows the department head to proceed with the needed repairs knowing the transfer has been committed to if needed.

After discussion, BL made a motion to commit funds from the reserve fund to support the request for \$6,000 for the unforeseen pump repair, transfer of funds to be made at a later date as necessary. JM seconded; approved 7-0.

The free cash certification has occurred and the amount is available for appropriation by town meeting if necessary. The first quarter budget report expected from the town accountant will be ready for the next meeting.
6. Next meetings and future agenda

December 13th, Financial forecast and fiscal policies
January 10th, Tax Rate ReCap

The Health Insurance meeting originally scheduled for December 13th will be rescheduled to a later date. ME will schedule a tour of the school properties on December 6th with John Londa for FinCom and members of the Capital Planning Committee.
7. JM motioned to adjourn at 9:40. JS seconded, approved 7-0.

Minutes respectfully submitted by Terri Burchfield.